Minutes: Early ACCESS Executive Committee

Meeting purpose

The purpose of this meeting is to:

- filter information and prepare for the Council
- set framework and agenda for Council
- identify and make recommendations for the appropriate utilization of state resources
- consider action on the recommendations of the Council
- set priorities for development of the Early ACCESS system
- implementation of the Memorandum of Agreement
- transact all regular business of the Council between meetings

Date, time, and place

Date: Wednesday, December 2, 2009

Time: 2:00-4:30pm

Place: Jesse Parker Building, Starkweather Conference Room

Attendees

Present: Jeff Anderson (for Mary Nelson), Jane Borst, Kelly Hancock, LauraBelle Sherman-Proehl, Carrie Sodders, Debra Waldron, Gina Green, Mary Stevens and Stacey Kramer

Staff: Julie Curry, Marion Kresse, Rae Miller, Kelly Schulte, Jim Donoghue

Excused: Mary Nelson

Approval of previous minutes

Kelly Hancock

Action: Motion by LauraBelle Sherman-Proehl and second by Stacey Kramer to approve minutes from October 14, 2009. The motion passed.

CHSC HIPPA Procedures

Rae Miller

CHSC has been discussing release of information issues with an attorney from the University of Iowa. The University is concerned about information that is sent to other team members via email. The DE attorney will review language that needs to be included in our release form. Additional training on obtaining consent to share emailed information may be needed and how the emailed information becomes part of the record.

Continued on next page

Minutes: Early ACCESS Executive Committee, Continued

Transition from Debra Waldron NICU to community services

Dr. Waldron shared highlights from the Premature Infant Care Stakeholders meeting held last October 5, 2009. Doctors, nurses and other stakeholders discussed how to improve post-discharge care. They were concerned about the number of children who get little or no follow-up care. The Academy of Pediatrics will take the lead in developing standards of care. It will be important for Early ACCESS providers to be aware of follow-up resources so they will know how to link families to appropriate services. Each Signatory Agency could identify its unique role in working with children born premature. It would be helpful if Early ACCESS could track the number of children born premature they serve and help pilot any new standard of care that is developed.

ARRA funding

LauraBelle Sherman-Proehl

Close to \$700,000 in ARRA funds are available. Funds must be used by September 2011. Several proposals have been submitted by Signatory Agencies. The goal is to have proposals selected by January of 2010. Members agreed to send any new proposals to Julie Curry and the Lead Agency would schedule an additional meeting in December.

Medicaid

Jim Donoghue

- A service matrix was developed by the Medicaid workgroup.
- Medicaid billings increased 27% in FY 09.
- Staff member trainings have focused on billable activities and helping service providers become familiar with the provider manual.

Continued on next page

Minutes: Early ACCESS Executive Committee, Continued

ICEA Priority Work: Service Coordination

Kelly Hancock

The members reviewed the main issues raised by service coordinator panelists; high caseloads, time consuming paperwork, complex cases, cultural and ethnic changes in Iowa, and identifying needed resources. It was agreed that state staff would create a document showing how the council's priorities were being addressed through current and planned activities of the MOA Strategic Plan. Time to discuss the document would be added to the next ICEA agenda.

Plan for next Executive meeting 2-10-10

Kelly Hancock

- Informal Concerns Julie Curry
- Life Skills Progression Tool Janet Gartin
- Update on standards of care for premature births? Debra Waldron

Review agenda for ICEA meeting 1-15-10

Kelly Hancock

Kelly reviewed the agenda for the January 15, 2010 ICEA meeting.

- Family story Nicki Varble
- Lead Agency and Executive Comm. Update Kelly Hancock
- National early childhood legislation Carrie Fitzgerald
- Early Childhood Outcomes data State Staff
- Report on December OSEP Conference Stacey Kramer and Julie C.
- Service Coordination priority areas Kelly Hancock
- ICEA Members Constituency Representation Julie Curry
- Sharing

Sharing and adjourn

Kelly Hancock

Committee members shared the following updates.

Jeff Anderson told the committee that Mary Nelson would be retiring effective December 31st.

Meeting adjourned at 4:15 P.M.